



23 October 2007

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**Information circular\***

To: Members of the staff  
From: The Assistant Secretary-General for Human Resources Management  
Subject: **2008 national competitive recruitment examinations**

1. The purpose of the present information circular is to invite applications from staff members in the General Service and related categories of the United Nations Secretariat who wish to take the national competitive recruitment examinations at the P-2 level in 2008, in accordance with the provisions of administrative instruction ST/AI/1997/1. Further details, including descriptions of occupational groups and sample papers, can be obtained from the following website: <http://www.un.org/Depts/OHRM/examin/exam.htm>.
2. The 2008 national competitive recruitment examinations will be held on 26 February 2008 in the following P-2 occupational groups: environment, finance, human rights, information technology, political affairs, programme evaluation and statistics.
3. A list of participating Member States and the occupational groups offered to each Member State is contained in the annex to the present circular.
4. Staff members who meet the conditions set out in administrative instruction ST/AI/1997/1 may apply by completing the attached application form and an updated Personal History (P11) or Personal History Profile (PHP), found in the Galaxy system, and forwarding them, by 12 December 2007, to: 2008 NCRE (Staff members), Examinations and Tests Section, Room S-2575E, Division for Organizational Development, Office of Human Resources Management. The most recent performance appraisal form (PAS) and copies of all university degrees obtained must be attached to the application. Incomplete applications will not be considered.

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\* Expiration date of the present information circular: 31 December 2008.



**United Nations application form for the 2008 national competitive recruitment examination for General Service staff members of the United Nations Secretariat only**

**Section I**

**Personal data**

Last name: \_\_\_\_\_ Room No.: \_\_\_\_\_ Ext.: \_\_\_\_\_  
First name: \_\_\_\_\_ Index No.: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Nationality: \_\_\_\_\_  
Gender: \_\_\_\_\_ Grade: \_\_\_\_\_ Duty station: \_\_\_\_\_  
Department: \_\_\_\_\_ Appointment: \_\_\_\_\_  
EOD date: \_\_\_\_\_ Expiration date: \_\_\_\_\_  
Date of birth: \_\_\_\_\_

**Section II**

**Type of examination**

Occupational group (one only): \_\_\_\_\_  
Latest copy of performance appraisal (PAS) attached: \_\_\_\_\_  
Period covered in PAS: \_\_\_\_\_  
Copies of degrees attached: \_\_\_\_\_  
Updated P11 or PHP attached: \_\_\_\_\_

This application, together with the documentation requested in section II, should be submitted by 12 December 2007 to the Examinations and Tests Section, Division for Organizational Development, Room S-2575E. Applications may also be submitted by e-mail (OHRM\_ets@un.org) or faxed to +1-212-963-3683.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

## Annex

**List of Member States participating in the 2008 national competitive recruitment examination programme and the occupational groups offered to each Member State**

| <i>Countries</i>                 | <i>Occupational groups</i> |
|----------------------------------|----------------------------|
| Afghanistan                      | Environment                |
| Angola                           | Finance                    |
| Antigua and Barbuda              | Human rights               |
| Botswana                         | Information technology     |
| Brunei Darussalam                | Political affairs          |
| Cambodia                         | Programme evaluation       |
| Cape Verde                       | Statistics                 |
| Congo                            |                            |
| Costa Rica                       |                            |
| Dominica                         |                            |
| Dominican Republic               |                            |
| Ecuador                          |                            |
| Equatorial Guinea                |                            |
| Gabon                            |                            |
| Grenada                          |                            |
| Haiti                            |                            |
| Honduras                         |                            |
| Iran (Islamic Republic of)       |                            |
| Japan                            |                            |
| Lesotho                          |                            |
| Libyan Arab Jamahiriya           |                            |
| Lithuania                        |                            |
| Malawi                           |                            |
| Maldives                         |                            |
| Micronesia (Federated States of) |                            |
| Moldova                          |                            |
| Montenegro                       |                            |
| Morocco                          |                            |
| Mozambique                       |                            |
| Namibia                          |                            |
| Oman                             |                            |
| Palau                            |                            |
| Papua New Guinea                 |                            |
| Republic of Korea                |                            |
| Saint Lucia                      |                            |
| Samoa                            |                            |
| Sierra Leone                     |                            |
| Slovenia                         |                            |

| <i>Countries</i>         | <i>Occupational groups</i> |
|--------------------------|----------------------------|
| Solomon Islands          |                            |
| Suriname                 |                            |
| Tajikistan               |                            |
| Tonga                    |                            |
| Tuvalu                   |                            |
| Vanuatu                  |                            |
| Viet Nam                 |                            |
| Yemen                    |                            |
| Andorra                  | Environment                |
| Denmark                  | Finance                    |
| Liechtenstein            | Information technology     |
| Monaco                   | Political affairs          |
| Norway                   | Programme evaluation       |
| San Marino               | Statistics                 |
| United States of America |                            |
| Mexico                   | Environment                |
|                          | Human rights               |
|                          | Political affairs          |